



## MEMORANDUM

**TO:** Roberta Sulouff, Planner

**From:** Christy Parrish, CZA, Deputy Zoning Administrator (Proffers)

**Date:** 6/30/2015

**Re:** C-0041-2015, Windsormeade Facility Addition

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I have reviewed C-0005-2015 and offer the following comments:

1. Please refer to Z-0002-2001/MP-0002-2001 for all proffers associated with this case when review the plan.
2. Proffer 3(a) – Please ensure the expansion is in accordance with the approved master plan.
3. Proffer 3(b) – Plans shall be reviewed by the New Town Design Review Board.
4. Proffer 13 – Cash Contributions will be required for all additional units. They will be collected after final building inspection but before issuance of a certificate of occupancy for each unit.